



# Investigations of Property Loss



The Army uses investigations of property loss (formerly known as reports of survey) to account for lost, damaged, or destroyed property. The investigation of property loss system, governed by Army Regulation 735-5, Chapter 13, *Policies and Procedures for Property Accountability*, outlines the process to investigate the facts and circumstances surrounding lost, damaged, or destroyed property. After a thorough investigation, the Financial Liability Officer will determine whom, if anyone, should be held financially liable for the loss.

If a Financial Liability Officer recommends holding you financially responsible for a loss, you have the right to submit a rebuttal statement. You have **seven (7) calendar days** from the date of the hand delivery of the investigation of property loss packet to respond. If you receive an investigation of property loss in the mail from another country, you have 30 days from the date of mailing to submit a rebuttal. Once you have received an investigation of property loss, you should contact the Legal Assistance Office **immediately**. If you are unable to contact the Legal Assistance Office or feel that preparing your rebuttal may take more than seven days, request an extension of time from the Financial Liability Officer in order to obtain counsel and prepare your rebuttal. Your rebuttal should be given to the Financial Liability Officer and attached to the investigation of property loss.

A Legal Assistance Attorney can review the legal sufficiency of the Financial Liability Officer's findings and advise you on how to write and submit your rebuttal statement, a request for reconsideration, or appeal. Be prepared to assist your attorney by gathering all statements and documents in support of your rebuttal. You should also prepare a rough draft of your rebuttal including a statement of the facts and reasons why you should not be held responsible for the loss or damage.

At a minimum, you should take the investigation of property loss packet and all other relevant information to the nearest Client Legal Services Office to review the information with an attorney

*\* This handout is for general informational purposes only. For specific questions concerning individual circumstances, or for questions in general about property loss investigations, contact the Client Legal Services Office in your area.*

Yongsan Client Legal Services Office, Bldg 4106, room 229 (ACS building). Please call 738-6841/8111 for an appointment. Office hours: M, Tu, W, F 0900-1600 and Th 1300-1500.
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